

FIRE PREVENTION INSPECTOR

(Competitive Class)

KIND OF WORK

This is technical inspection and law enforcement work, the objective of which is to secure compliance with parish fire prevention regulations and ordinances, and promotional work in encouraging development and use of fire prevention methods, and related work as required.

DISTINGUISHING FEATURES OF WORK

Employees in this class are responsible for the inspection of buildings used for mercantile, commercial, industrial, and other public compliance with fire prevention laws, ordinances and regulations. Inspection may be either routinely in accordance with established procedures or upon complaint of any individual. Work is performed under general supervision of the fire chief, but the actual inspection is in the field and is performed independently.

EXAMPLES OF WORK

(NOTE: These examples are intended only as illustrations of the various types of work or duties performed in positions allocated to this class. The absence of specific statements of duties and tasks does not exclude them from the position if the work is similar, related, or a logical assignment of the position.)

The fire prevention inspector assists in performing the following duties:

Inspects mercantile buildings, manufacturing plants, places of public assembly, and other buildings for fire hazards, efficiency, and adequacy of fire protection regulations and adequacy of exits and fire escapes.

Investigates complaints of violations of fire safety regulations.

Instructs in the removal of fire hazards; when necessary, initiates legal proceedings to induce compliance with fire prevention regulations.

Inspects hazardous manufacturing processes, storage or installation of gasses, chemicals, oils, explosives, and flammable materials.

Inspects private fire alarm and sprinkler systems and advises of defects or changes necessary to comply with sound fire prevention practices.

Serves as a witness to present evidence leading to indictment and

conviction of violators of fire prevention laws and ordinances.

Instructs employees, civic groups, and school children in the use of fire prevention equipment, in fire prevention practices, and the proper course of action to be followed in the event of fire.

Assists in the conduct of arson investigations, inspects ruins, interviews witnesses and local fire officials, obtains evidence, and presents findings to superior.

Keeps records and prepares reports.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements listed below must be met by filing deadline for admission to the test.

Must submit a completed application to the St. Bernard Fire Civil Service Board secretary.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and of legal age.

After offer of employment, but before beginning work in this class, must pass a physical examination, the selection and administration of which shall be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Applicant must possess one of the following: high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate's or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for a diploma or equivalency certificate.

Must possess a valid driver's license.

Must have not less than three (3) years of experience on a paid fire department, the primary duties of which include fire suppression, fire inspection, or fire prevention.

Must have the following certifications:

- Firefighter II
- Hazardous Materials Operations
- Fire Service Instructor I

Must have the following certifications prior to completion of working test period:

- Fire Officer I
- Fire Inspector I

- Fire Investigator

Must have and maintain certification and be nationally registered as an Emergency Medical Responder (EMR) or higher prior to completion of working test period.